

ACADEMIC PAYMENT SCHEDULE Fall 2022 - Spring 2023

As a faculty member, you are either appointed for a semester or an academic year. How you are appointed determines your pay schedule. In general, an employee hired for one semester receives their contract total divided equally over 6 equal monthly periods. An employee hired for an academic year receives their contract total divided equally over 12 equal monthly periods. Below are the most common pay schedules:

FALL ONLY APPOINTMENT. Faculty working Fall Semester only are paid in 6 equal payments					
PAY PERIOD	PAY PERIOD DATES	# ACADEMIC WORKDAYS	PAYDAY	DIRECT DEPOSIT POSTING DATE	PAYMENT #
09/22	08/17/22 – 09/30/22	32	09/30/2022	10/03/2022	Fall – Warrant #1 <sup>a</sup>
10/22	10/01/22 – 10/31/22	21	10/31/2022	11/01/2022	Fall – Warrant #2
11/22	11/01/22 – 11/30/22	19	11/30/2022	12/01/2022	Fall – Warrant #3
12/22	12/01/22 – 12/31/22	11	12/30/2022	01/03/2023	Fall – Warrant #4
01/23	01/01/23 – 01/31/23	-	01/31/2023	02/01/2023	Fall – Warrant #5
02/23	02/01/23 – 03/01/23	-	03/01/2023	03/02/2023	Fall – Warrant #6 (Final) <sup>b</sup>

SPRING ONLY APPOINTMENT. Faculty working Spring Semester only are paid in 6 equal payments					
PAY PERIOD	PAY PERIOD DATES	# ACADEMIC WORKDAYS	PAYDAY	DIRECT DEPOSIT POSTING DATE	PAYMENT #
02/23	01/20/23 – 03/01/23	29	03/01/2023	03/02/2023	Spring – Warrant #1 <sup>c</sup>
03/23	03/02/23 – 03/31/23	17	03/31/2023	04/03/2023	Spring – Warrant #2
04/23	04/01/23 – 05/01/23	21	05/01/2023	05/02/2023	Spring – Warrant #3
05/23	05/02/23 – 05/31/23	20	05/31/2023	06/01/2023	Spring – Warrant #4
06/23	06/01/23 – 06/30/23	-	06/30/2023	07/03/2023	Spring – Warrant #5
07/23	07/01/23 – 08/01/23	-	08/01/2023	08/02/2023	Spring – Warrant #6 (Final) <sup>b</sup>

ACADEMIC YEAR APPOINTMENT. Faculty working a full Academic Year (AY) are paid in 12 equal payments					
PAY PERIOD	PAY PERIOD DATES	# ACADEMIC WORKDAYS	PAYDAY	DIRECT DEPOSIT POSTING DATE	PAYMENT #
09/22	08/17/22 – 09/30/22	32	09/30/2022	10/03/2022	Fall – Warrant #1 <sup>a</sup>
10/22	10/01/22 – 10/31/22	21	10/31/2022	11/01/2022	Fall – Warrant #2
11/22	11/01/22 – 11/30/22	19	11/30/2022	12/01/2022	Fall – Warrant #3
12/22	12/01/22 – 12/31/22	11	12/30/2022	01/03/2023	Fall – Warrant #4
01/23	01/01/23 – 01/31/23	8	01/31/2023	02/01/2023	Fall – Warrant #5
02/23	02/01/23 – 03/01/23	21	03/01/2023	03/02/2023	Spring – Warrant #1 <sup>c</sup>
03/23	03/02/23 – 03/31/23	17	03/31/2023	04/03/2023	Spring – Warrant #2
04/23	04/01/23 – 05/01/23	21	05/01/2023	05/02/2023	Spring – Warrant #3
05/23	05/02/23 – 05/31/23	20	05/31/2023	06/01/2023	Spring – Warrant #4
06/23	06/01/23 – 06/30/23	-	06/30/2023	07/03/2023	Spring – Warrant #5
07/23	07/01/23 – 08/01/23	-	08/01/2023	08/02/2023	Spring – Warrant #6 (Final) <sup>b</sup>
08/23	08/02/23 – 08/31/23	-	08/31/2023	09/01/2023	Warrant #6 of 12 (6 <sup>th</sup> pay warrant for Fall) <sup>d</sup>

The 2022-2023 Academic Year consists of 83 academic workdays during the Fall 2022 Semester and 87 academic workdays during the Spring 2023 semester.

A Lecturer or Teaching Associate initially hired to teach Fall only and then appointed to teach Spring also, will be paid as if working an Academic Year.

- a. The first warrant of the Fall Semester includes Academic Days worked **August 17, 2022 through September 30, 2022.**
- b. Late starts, leaves without pay, or dock time during a semester can affect the 6th pay warrant for that semester. Time-base changes, if any, will affect the upcoming and future pay warrants.
- c. The first warrant of the Spring Semester includes Academic Days worked **January 20, 2023 through March 1, 2023.** Payment may vary in amount from Fall Warrant #5 due to a change in Time Base/Units from Fall to Spring.
- d. The 12th warrant reflects the Time Base/Units of the preceding Fall appointment and the effect of any late starts, leaves without pay, or dock time during a semester which can affect the 6th pay warrant for that semester.